



CITY OF BISHOP

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General Plan 2011 Annual Progress Report

Introduction

The City of Bishop is required by State law to have a legally adequate General Plan (Government Code sec. 65300 et seq), which primarily addresses the physical development of the City. As part of its General Plan, the City must include the following seven elements 1) Land Use, 2) Circulation, 3) Housing, 4) Conservation, 5) Open Space, 6) Noise, 7) Safety (sec. 65301(c)). The City's General Plan also includes three optional elements Economic Development, Public Services/Facilities and Parks/Recreation.

State law further requires the preparation of an annual progress report to the City Council, the Governors Office of Planning and Research (OPR) and the State Housing and Community Development Department (sec. 65400(b)). The purpose of the report is to provide the City Council and state agencies with an update on the City's progress towards implementing the General Plan in accordance with adopted goals, policies and action items. It is for the purposes of meeting these requirements that this document has been prepared and submitted.

Background

The City of Bishop is the only incorporated City in Inyo County with a geographic area of approximately two square miles and a current population of three thousand five hundred fifty one (3551). The 2000 Census data reported a population for Bishop of three thousand five hundred seventy five (3575) which reflects zero to negative growth the past ten years. City population growth, housing and job generation have been consistent with no anticipated growth or job generation. Bishops City Council, Planning Commission, Sewer and Water Advisory Committee and Parks and Recreation Advisory Committee hold regular meetings encouraging implementation of the General Plan and its various elements.

Analysis

Progress toward an update of the City of Bishop General Plan Mobility Element was ongoing during 2011 with the anticipated completion and approval by the City Council in February of 2012. The City initiated an application for a Sustainable Communities Planning Grant with the intent to update the General Plans Land Use Element, Economic Development Element, Public Services and Facilities Element, and Open Space and Conservation Element. Submittal of the grant application is anticipated in early 2012. There were no General Plan amendments implemented during the calendar year 2011.

The following discussion summarizes the status and the implementation progress of individual Elements during the calendar year 2010.

Land Use Element

The Land Use element designates the location and extent of land categories such as housing, business, industry, public facilities and open space. It includes policies and a land use map. The progress towards implementation of the Land Use Element includes the continued processing of development applications throughout the community.

Mobility

The purpose of the Mobility Element is to define how the City will serve the mobility needs of residents, businesses, and visitors while protecting its environmental, economic, and natural resources. The Mobility Element sets out the desired goals and strategies for enhancing mobility in and near the City. The improvement of existing facilities and the construction of new facilities can further the purpose of the Mobility Element. During the 2011 calendar year, the city:

- Completed most work on an update of the Circulation Element (to be called Mobility Element) of the Bishop General Plan.
- Constructed Road Improvement Project A. Project A replaced pavement and construct new curb, gutter, sidewalk, and made other improvements on three city streets
- Continued environmental work on the Seibu to School Bike Path.
- Completed environmental work on the Pine to Park Path project using a new alignment.
- Worked on right of way acquisition on Wye Road Intersection Improvement project.
- Obtained funding for Warren Street Improvements project.
- Started design on the Sneden Street Improvements.
- Performed street maintenance including filling potholes, sealing cracks, painting, and signs.
- Participated in monthly meetings of the Inyo Local Transportation Commission.
- Responded to proposal to allow off highway vehicles on city streets.

Housing

The City's growth is constrained on all four sides: on the north, east and south by properties owned by other public entities; and the west by the Bishop Paiute Indian Reservation.

Bishop has approximately four hundred acres of undeveloped land of varying zoning designations. However, the City is constrained in planning for their future use because these lands are owned by other public entities and are not available for development. Existing available residential vacant land within the City limits is minimal. In a sense, these constraints require the City to emphasize compact development; that is, there are very limited locations the City may grow. No development applications were processed during the 2011 planning year.

A. Progress in Meeting the City's Share of Regional Housing Needs for 2009 Housing Element Planning Period 2009 – 2017

The following information is provided to comply with progress report requirements of the Government Code in regard to meeting the City's share of regional housing needs for the draft 2009 Housing Element planning period 2009-2017.

- 26 units very low income households.
- 15 units low income households.
- 19 units moderate income households.
- 50 units above moderate income households.

Table B (attached) provides a detailed summary of Bishop's progress in meeting regional housing needs for the 2009 Housing Element planning period. The information in the table shows the number of residential units that have been built and units that have been rehabilitated.

As shown in Table B, the City is at the beginning of the 2009 - 2017 RHNA planning period which shows 16 housing units being built or rehabilitated. During this planning year no new units were constructed and fourteen (8) (32 actual) were rehabilitated. The rehabilitated units were within the low, moderate and above moderate income levels. The total needed units are considered by income category. The City has a remaining need of 94 units for the 2009 - 2017 planning period. The State Department of Housing and Community Development allows limited credit toward meeting the Regional Housing Need Analysis numbers incorporated into the City's Housing Element for rehabilitation projects. Criteria were set establishing what a rehabilitated unit is. A combination of items to be considered are weatherization, such as a new roof, new windows, weatherproofing, high efficiency mechanical equipment, ventilation, new electrical services and electrical equipment and updated plumbing systems. The State allows a 1:4 ratio for rehabilitated units. The rehabilitated units in Table B reflect the 1:4 ratio.

IMACA performed minimal or partial rehabilitation of 36 dwelling units in the low and very low income levels within City of Bishop during 2011. Of these 36 partial rehabs none were included as part of the 1:4 housing unit/rehabilitated unit ratio. These partial rehabilitations consisted of weatherization, insulated window replacement, energy efficient hot water heaters and space heating units, electrical and plumbing repairs.

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.		RHNA Allocation by Income Level	2009	2010	2011	2012	2013	2014	2015	2016	2017	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level													
Very Low	Deed Restricted	26											26
	Non-deed restricted												
Low	Deed Restricted	15											9.5
	Non-deed restricted		1.5	1	3							5.5	
Moderate	Deed Restricted	19											10.5
	Non-deed restricted		2.5	2	4							8.5	
Above Moderate		50		1	1							2	48
Total RHNA by COG. Enter allocation number:		110											
Total Units		► ► ► ► ►	4	4								16	94
Remaining Need for RHNA Period		► ► ► ► ► ►											

B. 2009 Housing Element

The 2009 General Plan Housing Element was adopted April 21, 2010 by the Bishop City Council. Progress is being made toward meeting the goal and policies of the 2009 Housing Element. In April of 2011 the City Council adopted Ordinance No. 534, adding Section 17.08.115 to Chapter 17.08 and adding a new Chapter 17.38 to the Bishop Municipal Code regarding an "Emergency Shelter Combining District" and Ordinance No. 535, amending the zoning map to establish an "Emergency Shelter Combining District". The City initiated several studies regarding and establishing a Supportive and Transitional Housing ordinance and an ordinance allowing residential single room occupancy within commercial zones.

Conservation / Open Space

The purpose of the Conservation and Open Space Element is to identify goals, objectives and policies for the management, preservation and conservation of open space and natural resources. The progress toward implementation includes ongoing review of development projects for conformance to the Conservation/Open Space Element.

Noise

The Noise Element is a guide to be used to identify and mitigate problems which may result from excessive noise levels. The Noise Element also serves as a guideline for compliance with the State's noise insulation standards. The progress toward implementation of this element includes ongoing control of excessive noise in accordance with the Bishop Municipal Code Sec 8.12 Noise Control.

Safety

The Safety Element identifies goals, objectives and policies for the protection and safety of the general public concerning air quality, seismic and geologic hazards, flooding, hazardous materials, and wildland fires. The progress toward implementation of this Element includes ongoing review of development projects for conformance to the Safety Element.

Public Services/Facilities

The purpose of the Public Facilities and Services Element is to set forth policies for the provision of services that are essential to assure the public health and safety. These services include domestic water supply, treatment, and distribution, wastewater collection, treatment, and disposal, building safety, fire protection and police. During the 2011 calendar year, the city:

- Through three construction projects, constructed about 1,500 feet of new water line on Third, Elm, Second, and Iris Streets.
- As part of Road Improvement Project A, constructed about 1,100 feet of new sewer line on Third and Elm Streets.
- Continued work on a SCADA (Supervisory Control and Data Acquisition) system for the city water and sewer systems.

- Performed normal water maintenance and operation activities including repairing water leaks, replacing fire hydrants, exercising systems valves, testing backflow devices, and conducting water quality tests.
- Performed normal sewer maintenance and operation activities including cleaning and video-inspecting sewers, repairing collapsed lines, clearing blockages, inspecting grease interceptors, and constructing manholes.
- Continued updates to the city Geographic Information System (GIS).

Parks/Recreation

The Parks and Recreation Element establishes goals and policies to identify parks and recreational resources and suggest ways in which additional recreational needs can be satisfied, and guide the acquisition and development of future parks and recreational areas.

Parks and Recreation Mission Statement – To offer and promote recreational, educational and volunteer opportunities in a fun, safe, well maintained environment to persons of all ages. Thereby, promoting good health, teamwork and accentuating a positive quality of life. During the 2011 calendar year, the City's Parks and Recreation:

- Continued safety related projects and facility upgrades.
- Added (2) new Heaters to the Auditorium.
- Added a heat exchanger to the City Park Swimming Pool.
- Rebuilt (3) of the 4 baseball fields using volunteer labor.
- Re-construction/dedication of Memorial Gazebo.
- Facilitated the Community Garden Project at the City Park and continuation of Garden Project in Sunrise Mobile Home Park.
- Received a \$26,000 grant for the implementation of the "Everybody Swims" Program, offering free swim lessons to over 200 children under 5 years old.
- Received a \$5,000 grant and began Phase 1 of the City Park Arboretum.
- Created a "Friends of the Park Program" for citizen volunteers – over 40 volunteers.
- Collaboration with the following committees, work groups and organizations – Community Garden Committee, Inyo County Coalition on Youth Obesity, National Association of Youth Sports, California Parks and Recreation Society, Continuation of the Tree Forum, Youth Sports Council and Bishop and Mammoth High Schools.
- Programs, Events and Services;

Programs

Adult - Softball, Basketball, Volleyball, Self Defense, Cardio-Fitness, Swim Lessons, Water Aerobics, Tennis, Dog Obedience, Art, Bocce.

Children – Self Defense, Tennis, Gymnastics, Art, Swim Team, Swim Lessons, Home Street Ski Program, 4H Bike Program,

Events

Mule Days and Labor Day Arts & Crafts Festival, Community Band Concerts, Trunk or Treat, Farmer's Market, Softball Tournaments, Tennis Tournaments,

Weddings, Pavilion Rentals, Rainbow Days, Big Day in the Park (4th of July), Eggstraganza, Skate and Bike Jam, Lighting of the New Children's Christmas Tree, Doggy Dash Fundraiser, Kids Night Out.

Camps

Summer Fun, Baseball, Basketball, Soccer, Tennis, Gymnastics.

Hearings and Actions
January 2011 through December 2011

DATE	ACTION
1/10/11	Road Improvement Project A Construction Contract - The City Council approved to award the Road Improvement Project construction contract to Qualcon, authorize the use of Proposition 1 money to fully fund construction option 1, authorize necessary budget adjustments and authorize the expenditure of up to \$966,602.36 through the contract with Qualcon.
1/24/11	First Five of Inyo County Grants – The City Council voted to approve the request of the Community Services Department to seek grant funding through First 5 of Inyo County for Child Health, Child Development, Quality Care/Early Childhood Education and Family Function programs.
1/25/11	Emergency Shelter/Housing Element update – The Planning Commission discussed the proposed amendment to the Zoning Regulations and official Zoning District Map to include "Emergency Shelter". No action taken. A public open house will be scheduled for citizen input.
2/14/11	Resolution 11-01. The City Council voted to adopt by title only a Resolution of the City Council of the City of Bishop approving amendment of Section 2.2 of the Joint Powers Agreement of the Eastern Sierra Transit Authority.
2/22/11	No Planning Commission Meeting
2/28/11	Water Storage Tank – The City Council voted to approve a contract for consultant services on the new Water Storage Tank project not to exceed \$29,900.

LiDar – The City Council approved the execution of a contract for Light Detection and Ranging Data Collections and Provision Project in an amount not to exceed \$46,562.

Water Line Project – The City Council approved the advertisement of bids for the North Second Street Water Line Project.

First Five Grants – The City Council voted to approve the execution of an agreement between the County of Inyo and the City of Bishop Parks and Recreation for the provision of School Readiness Services.

3/14/11 **Resolution 11-02** – The City Council voted to adopt by title only, a resolution of the City Council of the City of Bishop reciting the fact of the general municipal election of March 8, 2011 declaring the result and such other matters as provided by law.

3/28/11 **Initial Study and Negative Declaration** – The City Council adopted the proposed amendment to City Zoning Regulations and Official Zoning District Map relating to Emergency Shelters.

General Plan Update – The City Council approved the development of the scope of work and released a request for proposals for preparation of an Economic Development Element for the General Plan.

3/29/11 **Amend Zoning Map** – The Planning Commission voted to recommend to the City Council amendment to Chapter/Section 17.38 of the Zoning Ordinance to provide provisions for an Emergency Shelter combining District and Amending the Zoning Map to establish an Emergency Shelter Combining District, and to adopt proposed Ordinance 534 and Ordinance 535.

4/11/11 **Amending City Zoning Ordinance** – The City Council approved the first reading of Draft Ordinance 534 by title only an Ordinance of the City Council of the City of Bishop, adding Section 17.08.115 to Chapter 17.08 and adding a new chapter 17.38 to the Bishop Municipal Code regarding "Emergency Shelter Combining District".

Amendment to Zoning Map – The City Council approved the introduction of draft Ordinance 535 by title only an Ordinance of the City Council of the City of Bishop, amending the Zoning Map of the City of Bishop to establish an Emergency Shelter combining District, incorporated by reference in Section 17.04.050 of the City of Bishop Municipal Code.

Second Street Water Line Project – The City Council voted to award the bid for the Second Street Water Line to Rivers Edge Construction in the amount not to exceed \$63,790.65.

Environmental Site Assessment – The City Council voted to award the consulting services contract to provide the Environmental Site Assessment for property located at the southwest corner of MacIver and Spruce Streets to Anderson Environmental in an amount not to exceed \$2,200.

4/25/11 **Ordinance 534** – The City Council adopted Ordinance No. 534 by title only, an Ordinance of the City Council of the City of Bishop, adding Section 17.08.115 to Chapter 17.08 and adding a new Chapter 17.38 to the Bishop Municipal Code regarding an "Emergency Shelter Combining District".

Ordinance 535 – The City Council adopted Ordinance No. 535 by title only, an Ordinance of the City Council of the City of Bishop, amending the zoning map to establish an "Emergency Shelter Combining District", incorporated by reference in Section 17.04.050 of the City of Bishop Municipal Code.

Water Improvement Project – The City Council authorized advertisement for construction bids for the Church Street Water Improvement Project.

Intersection Project – The City Council approved the execution of Contract Amendment No. 3 for the Wye Road Intersection Improvement Project not to exceed \$114,800.

4/26/11 No Planning Commission Meeting.

5/9/11 **Water Improvement Project** – The City Council awarded the Iris Street Water Improvements Project construction contract to Conspec and authorized the expenditure including a 5 percent construction contingency of up to \$48,914.25 through the contract.

5/23/11 **CDBG Application** – The City Council adopted Resolution No. 11-04 approving an application for funding and the execution of a Grant Agreement and any amendments thereto from the Planning and Technical Assistance allocation of the State Community Development Block Grant Program.

Negative Declaration – The City Council voted to adopt the Negative Declaration and file a Notice of Determination that the proposed project at 336 Hammond Street would not have significant cumulative impacts, or substantial adverse impacts on human beings, fish or wildlife or sensitive species or cultural resources.

- 5/31/11 **Conditional Use Permit** – The Planning Commission approved the Conditional Use Permit at 336 Hammond Street, located in a C-1 zone, to allow occupancy for a studio-furniture workshop, operated with no more than 3 artisans and to set aside the minimum parking requirements.
- 6/13/11 **Resolution 11-05** - The City Council adopted Resolution No. 11-05 by title only, a Resolution of the City Council of the City of Bishop appropriating fund balances pursuant to Article XIIB of the California Constitution (Proposition 4).
- 6/27/11 **Water Line Project** – The City Council voted to increase the authorized expenditure from \$63,790.65 to \$70,753.00 through the construction contract for the North Second Street Water Improvement Project.
- 6/28/11 No Planning Commission Meeting
- 7/11/11 No planning issues.
- 7/25/11 **Wastewater Treatment Plant Project** – The City Council approved a work order for Wastewater Treatment Plant Headworks Improvement Project in an amount not to exceed \$9,000 and \$19,000 for total project.
- 7/26/11 **General Plan Update** – Bauer Environmental Consulting gave a slide show presentation to the City Council and Planning Commission of the Draft Mobility Element which is one of the required elements of the General Plan. The contents reviewed by those attending included: Purpose and Scope; Mobility Element Transportation Report; Roadway Component' Opportunity Areas; Other Transportation Modes; Goals, Policies and Implementing Actions. This was information only and not action was taken.
- 8/8/11 **Ordinance 536** – The City Council adopted Ordinance 536 by title only, an ordinance of the City Council of the City of Bishop repealing Bishop Municipal Code Chapter 15.20 entitled "Flood Damage Prevention and Ordinance Nos. 432 and 450, and adding a new chapter 15.20 entitled "Flood Damage Prevention" in its entirety.
- Water Tank Cleaning** – The City Council approved the execution of a contract to inspect, clean and repair the City of Bishop water tank and authorized the expenditure not to exceed \$4,800.00.
- 8/22/11 **Road Improvement Project A** – The City Council voted to increase the authorized expenditure amount for this project to be funded from the Proposition 1B balance.

Negative Declaration Addendum – The City Council voted to adopt the Addendum to the July 27, 2000 Negative Declaration for the Wye Road Improvement Project in order to update the Wye Road Storm Drain Project.

Wye Road Storm Drain Project – The City Council voted to approve the request to advertise for bids for the Wye Road Storm Drain Project.

8/30/11 **Conditional Use Permit** – The Planning Commission approved the Conditional Use Permit to place one storage container at 137 East South Street which is located in a C-1 district with the conditions of no electrical, lighting or signage allowed.

9/12/11 **Cal Recycle Grant** – The City Council approved submittal of a Cal Recycle application for up to \$26,000 to purchase tire-derived materials for City Park playgrounds.

9/26/11 **Wastewater Treatment Plant** – The City Council approved the execution of the Preventative Maintenance Agreement for the Wastewater Treatment Plant boiler in the amount of \$6,931.00.

9/27/11 **Conditional Use Permit** – The Planning Commission approved the Conditional Use Permit to place one storage container at 131 East South Street with the conditions of no electrical service, no lighting, and no signage and the container is to be painted to match existing facility.

10/11/11 No Planning issues.

10/24/11 **Mitigated Negative Declaration** – The City Council approved to adopt the Mitigated Negative Declaration and authorize the filing of a Notice of Determination on the Pine to Park Path Project.

10/25/11 No Planning Commission Meeting

11/14/11 **Park Sewer Reconstruction Project** – The City Council approved the request to advertise for construction bids for the Park Sewer Reconstruction Project and authorized the \$100,000.00 expenditure.

Warren Street Improvement Project – The City Council approved the release of the Request for Proposals for the consultant services for the Warren Street Improvement Project.

SCADA – The City Council approved Amendment 3 to the contract with Stantec Incorporated for the implementation of Supervisory Control and Data Acquisition (SCADA) at Well 1.

Water Storage Tank – The City Council approved the execution of Work Order 2 for consultant services related to correction the lack of positive pressure in the waterline leading from Well 4 to the existing water storage tank.

11/28/11 **Sewer Trunk Replacement Project** – The City Council authorized the release of the Request for Proposals for consultant services for the Sewer Trunk Replacement Project.

11/29/11 **General Plan Update** – David Grah, City of Bishop Director of Public Works, discussed the final draft to the Mobility Element with the Planning Commission and responded to comments recently received.

12/12/11 **Negative Declaration** – The Radio-Controlled Vehicle Race Track at the City Park was referred back to staff for further study on the dust and noise levels to address concerns and challenges expressed during the public hearing and correspondence.

Park Sewer Reconstruction – The City Council approved to award the bid for the Park Sewer Reconstruction Project to Conspec Incorporated; authorize the execution of the construction contract; and authorize the expenditure of up to \$87,276.00 through the contract.

Headworks Improvement Project – The City Council approved the execution of Work Order 3 with the Frost Company for the Sewer Plant Headworks Improvement Project and authorize this expenditure not to exceed \$5,000.00.

GIS Grant – The City Council approved the release of the Request for Proposals to hire a consultant for the third Planning and Technical Assistance grant for the GIS update and authorize the budget adjustment for the twenty five percent (25%) cash match in the amount of \$8,750.00 to be funded by matching amounts from unbudgeted water and sewer reserves.

12/26/11 No City Council Meeting

12/27/11 No Planning Commission Meeting

Business License

There were 93 new business license applications reviewed and approved in 2011. Forty-five of these applications were businesses located within the City of Bishop. There are 782 businesses that are licensed to conduct business within the City of Bishop.

Building Permits

There were 134 building permits application reviewed and issued in 2011. Of these permits reviewed, 0 for new single-family residential dwelling units, 0 for multi-family residential dwelling units, 17 for residential remodel improvements, 19 re-roof permits (12 residential re-roofs), 65 for various electrical / plumbing / mechanical improvements (of these 65 permits 43 were for residential improvements), 20 commercial occupancy permits (tenant improvements), 6 sign permits and 1 demolition permit, 2 photovoltaic solar permits, 1 accessibility improvement permit and 1 temporary facility permit.

Website

Municipal (Zoning) Code and General Plan information can be located at the City of Bishop website at www.ca-bishop.us. Active CEQA documents are available on the City's website. In addition, Planning Commission and City Council agendas and minutes are posted on the City's website. The City's website is under continuous development with regular additions.